

**REQUEST FOR PROPOSALS  
TOWN OF CAMDEN, MAINE  
RIVER TO HARBOR WALK and PUBLIC LANDING – DESIGN SERVICES**

The Town of Camden, Maine (the “Town”) is requesting interested parties to submit comprehensive proposals to provide professional consultant/engineering services:

- supporting a riverwalk connecting Shirrtail Point Park to Camden Harbor, and
- to help the community determine the best uses and a redesign of the Camden Public Landing located on Camden Harbor.

The conceptual design and engineering plan for the riverwalk will identify the feasibility of constructing approximately 2 ¼ miles of a multi-use pathway located along and/or adjacent to the Megunticook River. The pathway would commence at Shirrtail Point Park and continue into the downtown area, ending at Camden Harbor’s Public Landing and existing boardwalk.

The Public Landing is primarily used as a large parking lot in its current form. The piers are also used by commercial fishermen and daysailers. A determination of best uses and redesign of the Public Landing will need to incorporate the needs of these commercial operations and may very well result in a combination of parking and pedestrian focused space. Other opportunities to be considered include the means of entry to Camden are not only by vehicle but also by boat via Camden Harbor. However, the view of the downtown from the harbor side is not as comparable as the view from the interior side of the downtown. In addition, there has been a recurring discussion of the possibility of building a connecting bridge from the Public Landing, over the falls, and connecting to Harbor Park.

The intent is to provide designs and specifications for the Town to issue bid packages for construction of the riverwalk and a redesigned Public Landing. Additional considerations and design alternatives may be considered providing that the intent and spirit of the projects is not compromised. The Town has secured funding for these projects, in part, through the Maine Dept of Agriculture, Conservation, and Forestry’s Maine Coastal Program. The grant applications for each project were submitted separately but with a successful award for each, the Town determined it was a better use of resources to combine the efforts into one. However, for purposes of the grant funding, separate designs for each of the two projects must be provided by the selected firm.

The riverwalk and Public Landing projects will capitalize on a series of other studies, reports, and plans available on the Town’s website located at [www.camdenmaine.gov](http://www.camdenmaine.gov) under Community & Economic Development and then “Special Reports”. The documents particularly relevant are:

*Camden Riverwalk, Issues and Responses*  
*Camden Rockport Pathways Master Plan*  
*Camden Downtown Municipal TIF District*  
*The Future of Camden’s Working Waterfront*

*Camden Downtown Master Plan*  
*Walkability Workshop*  
*Camden Comprehensive Plan*  
*An Economic Vision for Camden*

It is important that content from these reports be incorporated from the beginning in order to minimize cost and utilize those worthwhile efforts and contributions which have already been expended. These documents were generated by a series of community meetings aimed at (1) improving communication between town officials and the public, (2) identifying shared values within and among specifically identified Camden communities, (3) building a consensus on Camden's opportunities and issues, and (4) setting priorities for the Town's future policies and initiatives.

The budget for this project has been allocated \$40,000. *This Request must not be construed as a commitment to award a contract.*

## **SCOPE OF PROJECT**

Responsibilities of the chosen firm will be:

1. Conduct existing conditions and uses.
2. Community input and facilitation – It will be imperative that significant, careful, and sensitive community engagement is incorporated into the recommendations.
  - a. The proposed riverwalk potentially may abut and encroach both public and private property.
  - b. The Public Landing is a treasured section of Town owned property.
3. Develop plans for the:
  - a. Riverwalk – a schematic site plan identifying the project locations, trail elevations, widths, right of way impacts, wetland impacts, structural cross sections, surface material, and information necessary to construct the trail.
  - b. Public Landing – a schematic site plan identifying the proposed improvements, and 3D visual renderings depicting the proposed improvements.
  - c. Schematic design plans shall be completed in accordance with MDOT Standard Specifications and Locally Administered Project Guidelines, as applicable. All State and Local Permitting requirements shall be identified for these projects.
4. Assess and provide the economic impact of:
  - a. an implemented riverwalk
  - b. a redesigned Public Landing compared to the Public Landing in its current state.
5. Provide an itemized cost estimate for construction and ongoing maintenance.
6. Include suggested and recommended funding sources for construction and maintenance.
7. Coordinate with appropriate town departments (e.g. Development, Planning, Harbor, Parks and Recreation, Public Works) to gather background information and attend meetings as necessary
8. Identify and provide assistance with obtaining easements necessary to ensure project completion.
9. Identify DEP/ACOE permits necessary to ensure proposed projects can be built.

## PROJECT DELIVERABLES

- Separate reports for River to Harbor Walk and Public Landing; 10 Hard Copies (each) and 1 electronic copy (each) of:
  - existing conditions survey
  - final schematic design plans
  - construction and ongoing maintenance cost estimates.
  - results from any testing performed (soils, water table etc.)

## QUESTIONS AND RESPONSES

Requests for additional information or clarification should be made via email to Brian Hodges, Camden Development Director, at [bhodges@camdenmaine.gov](mailto:bhodges@camdenmaine.gov). All requests must be made prior to 2:00 P.M. on December 21, 2012. Responses to all requests shall be provided by December 28, 2012 to all potential bidders who have identified themselves to the Town. Questions posed by telephone or standard mail will not be addressed.

## PROPOSAL REQUIREMENTS

The following outline is to be followed when structuring the proposal:

- A. Introduction
- B. Proposed scope of work
- C. Work plan and schedule for accomplishing the required services
- D. A proposed schedule of meetings and public participation – minimum of 4 public, community meetings
- E. Allocation of personnel, key personnel assigned to the project, and the identification of the project manager who will be responsible for all activities
- F. A list of any subcontractors and key personnel to be utilized
- G. A list of references (similar projects preferred)
- H. Provide a breakdown of cost by tasks and lead personnel and provide the firm's hourly rate sheets, as well as all subcontractors.
- I. Rates charged for any additional task(s) that may be added to the scope of the project. Include rates for additional plans, copies or deliverables that may be requested.

## **SUBMISSION**

Seven (7) written copies of the proposal, along with an emailed version in PDF, must be received by Friday January 18, 2013 at 2:00 PM. Any submissions received after this date/time will be rejected. Proposals shall be clearly marked "Camden Riverwalk and Public Landing Design Services" and submitted to:

Brian S. Hodges, Development Director  
Town of Camden  
29 Elm St  
Camden, ME 04843

[bhodges@camdenmaine.gov](mailto:bhodges@camdenmaine.gov)

## **SELECTION CRITERIA**

- A. Qualifications and credentials of the consultant team in similar work, within the State of Maine preferred. – 20 points
- B. Innovative and effective public participation plan. – 20 points
- C. Detailed schedule showing the cost of each task and product. – 10 points
- D. Experience and reputation in trail design/development, public landings and/or large, open spaces. – 15 points
- E. Quality of past work, similar in nature and scope. – 15 points
- F. Conformance with submission requirements, and ability to meet State certification standards. – 10 points
- G. Ability to complete work in accordance with proposed schedule. – 10 points

*The Town reserves the right to interview the top candidate(s) before making a final selection.*

## **SCHEDULE**

RFP release	December 06, 2012
Deadline for questions	December 21, 2012 2:00 p.m.
Answers provided by	December 28, 2012
Proposals due by	January 18, 2013 2:00 p.m.
Award and finalize contract by	February 22, 2013
Project commences by	March 2013
Project completion by	October 2013

## **DISCLAIMER**

No pre-bid conference is anticipated. The Town reserves the right to accept or reject any and all submissions and is not liable for any costs incurred by individuals or firms pursuant to the preparation and submission of their qualifications.

## **MAP**

See next page for a map of a section of Camden featuring the Megunticook River in relation to the downtown and Camden Harbor.



